

Executive Assistant to Managing Director and Admin Specialist

Vaše náplň práce

To provide high-level administrative, strategic, and operational support to Managing Director for India Tires to enable him/her to focus on business priorities and also to provide efficient & effective services related to Office infrastructure, travel desk, admin activities for employee support and ESH, for Market India.

Váš profil

Any Graduate

Co nabízíme

Ready to drive with Continental? Take the first step and fill in the online application.

O nás

Continental India Pvt Ltd



ID pracovní pozice
REF95093N

Lokalita
Faridabad

Úroveň vedení lidí
Vedení sebe

Flexibilita práce
Práce v kanceláři

Právnícká osoba
Continental India Private Limited